

Partner Meeting Minutes (Teleconference)
March 15, 2016 12:00 pm

Elizabeth Jonkel Vice Chair called the meeting to order at 12:03pm

Roll Call: BPL, Darby, Drummond, LCL, Mineral, Missoula, NVPL, Polson, Plains, Rosebud/BCL, SWCL, WCL were in attendance

Partner Libraries not in attendance were: Fallon, Imagineif, Glendive, Hearst Free, MCPL, and Prairie
MSL: Amy Marchwick, Jesse Goodwin, Cara Orban

Heather Johnstone noted that the minutes from the November 17, 2015 meeting needed to add that Marilyn Trosper from Polson was in attendance. Wendy Campbell moved that the minutes be approved as amended. Rick Ball seconded the motion. All in favor motion passed.

Cara Orban gave an overview of the Courier Cost Share with the majority of it being covered by MSC partner sharing groups. They have looked at the barriers for other libraries to join the courier, some of those being availability, time and distance as well as staff time. It is important to the courier project that all sharing groups have access to courier hubs and to make it available to all of our MSC libraries. She should have some hard numbers by the end of next week with approx monies being \$8900.00 covered by MSC, and \$9,000 matching funds of LSTA funds. The real budget numbers will be ready by next week and will go to the Commission meeting on 4/6, the Courier group meeting on 4/9 and then presented at the membership meeting for MSC on May 5th.

Guna wanted to know what needed to be done to add Alberton to the partner's group. Amy mentioned that the SOP should say how branches are covered. Elizabeth and Rick both stated that their branches are covered under the umbrella of the main branch agreement. Jesse and Amy will get with Guna to schedule the set up and get a go live date to the group as soon as that is possible. The plan is for items to get sent to Frenchtown and then someone from the Alberton branch will pick up from there. Elizabeth and Guna will work on getting the details worked out.

Elizabeth wanted to remind the group what the process is with returning Float materials. She stated that page 13 in the SOP has a brief outline of what to do. She asked that no changes get made to the record and to just check out to the Float Ret user of owning library when the float period is over.

Wendy wanted us to think about how we handle damaged items that come in that just should not be circulated. It was suggested to send the item with a note as to what is the reason behind sending it back, to the libraries return user account, i.e. SWCL-Ret so that it takes the item out of circulation and holds can continue to roll to the next library and the owning library can decide what to do with the item.

Next meeting will be the face to face meeting at MSC. See you all there!!